

**DECISION OF THE EXECUTIVE MEMBER, ADULT SOCIAL SERVICES
WITH ADVICE FROM THE DIRECTOR, PEOPLE & COMMUNITIES**



DECISION No. P&C19

SUBJECT: Approval to Award Community Meals Food Supply Contract

BACKGROUND:

The current contract for the supply of frozen meals ends December 2016. A procurement process has been undertaken through ESPO Framework, with subsequent evaluation. The Welfare Catering Market is extremely limited with regards to suppliers and only one contractor applied. This contractor is the current contract holder, Apetito. The contract is for the supply of regenerated frozen meals only.

This contract has been tendered to include delivery numbers for Bristol City Council and Bath and North East Somerset as is the current contract. This allows the contract to be advertised with greater numbers, therefore, greater sales value to any potential contractor.

DECISION:

A decision is required to award the contract to Apetito for a period 2 years with the option to extend by 1 year plus a possible further 1 year.

REASONS:

Evaluation of the tender has been undertaken and Apetito met all the criteria with a score of:

Quality	24.7%
Cost	60%
Total	84.7%

OTHER ALTERNATIVES CONSIDERED:

There are no other alternatives to provision.

FINANCIAL IMPLICATIONS:

The contract value is £915,000 across the 4 years with an annual contract value of £228,750.

The new contract puts the cost of meals at a 1p increase on all current individual meal costs. The cost of the contract compares as follows, based upon North Somerset Council numbers only:

2015/16

Number of individual meals delivered: 102,140
Actual cost of meals: £173,322.08

2016/17 (based on a 6 month increase due to contract award date)

Number of individual meals anticipated: 102,140
Anticipated cost of meals with 1p rise: £173,322.08 plus £865 for 6 months

Should the increase in cost have a negative impact on the budget this can then be offset by menu alterations which will decrease the expenditure.

IMPLICATIONS FOR FUTURE YEARS:

There are no negative implications.

Signed:
Councillor Dawn Payne
Executive Member for Adult Social Services

Dated:

Reviewed:
Gerald Hunt
Assistant Director, Strategy, Commissioning
and Quality Assurance

Dated:

Confirmation of advice given:

Signed:
Sheila Smith
Director, People and Communities

Dated: